

**COUNTY OF LOS ANGELES – DEPARTMENT OF MENTAL HEALTH
PROGRAM SUPPORT BUREAU – QUALITY IMPROVEMENT DIVISION
Under-Represented Ethnic Population (UREP) Unit**

TRANSFER OPPORTUNITY

Psychiatric Social Worker II

**THIS IS NOT AN OFFICIAL EXAMINATION
RESTRICTED TO PERMANENT EMPLOYEES OF THE DEPARTMENT OF MENTAL HEALTH ONLY**

The Quality Improvement Division – Under-Represented Ethnic Population Unit seeks to hire a qualified **PSYCHIATRIC SOCIAL WORKER II** to work with various under-represented/under-served ethnic communities within the County of Los Angeles. In June 2007, the County of Los Angeles - Department of Mental Health established the UREP Unit, which is currently part of the Quality Improvement Division. The goal of the UREP Unit is to address the ongoing needs of targeted ethnic and cultural groups. The UREP unit has established sub-committees dedicated to working with the various under-represented ethnic populations in order to address their individual needs. These sub-committees are: African/African American (AAA); American Indian/Alaskan Native (AI/AN); Asian/Pacific Islander (API); Eastern European/Middle Eastern (EE/ME); Lesbian, Gay, Bisexual, Transgender, and Questioning (LGBTQ) and Latino. Each UREP sub-committee is allotted one-time funding per fiscal year to focus on Community Services and Supports (CSS) based capacity-building projects. This unique opportunity draws on the collective wisdom and experience of community members to determine the greatest needs and priorities in their communities. This position does **not** have any direct client contact and is ideal for someone who prefers working with community members at an administrative capacity.

EXAMPLES OF DUTIES:

- Coordination and facilitation of the AI/AN and LGBTQ UREP sub-committee meetings;
- Development of UREP sub-committees meeting materials and other duties pertaining to this role;
- Lead Coordinator for the planning and implementation of the Capacity Building Projects for the AI/AN and LGBTQ UREP subcommittees;
- Responsible for writing Statement of Works (SOW) for the UREP Capacity Building Projects;
- Provide technical support to community members who are part of the AI/AN and LGBTQ UREP sub-committees; and
- Responsible for reviewing, monitoring, and evaluating all components of the AI/AN Integrated Care Program – Integrated Service Management Model (ICP-ISM) contract.

DESIRABLE QUALIFICATIONS:

- Possess at least one year experience working with the AI/AN and LGBTQ populations;
- Excellent verbal, written, and interpersonal skills. Must have the ability to work effectively with community members, advocacy groups, stakeholder groups, and community based mental health agencies;
- Possess good follow-through and attention to details on assignments;
- Flexible, adaptable, and interested in working with community members and other stakeholder groups; and
- Proficient in Microsoft Word and Excel.

Interested individuals holding title of **Psychiatric Social Worker II** are encouraged to send their resume, last two (2) Performance Evaluations and last two (2) years of master time records by **September 7, 2015** to:

**Mirtala Parada Ward, LCSW, Mental Health Clinical Program Head
PSB – Quality Improvement Division
695 S. Vermont Ave, Suite 500, Los Angeles, CA 90005**

Fax or Email Resume: 213-252-8752 or Roxana Linares at rlinares@dmh.lacounty.gov

AN EQUAL OPPORTUNITY EMPLOYER